

COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION



September 7, 2004

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**ADOPT AND ADVERTISE FOR A CONSTRUCTION PROJECT
AND APPROVE THE YOUTH EMPLOYMENT PLAN
GENERAL PARK IMPROVEMENTS AT
TED WATKINS MEMORIAL PARK
C.P. NO. 86399, SPEC. NO. 03-0010
(Second District 3- Vote Matter)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER THAT
YOUR BOARD:**

1. Find the project categorically exempt from the California Environmental Quality Act (CEQA).
2. Adopt the Plans and Specifications No. 03-0010 for General Improvements at Ted Watkins Memorial Park, at an estimated construction cost of \$1,031,367 and instruct the Executive Officer-Clerk of the Board to advertise for construction bids in accordance with the "Instruction Sheet for Publishing Legal Advertisement."
3. Approve the attached Youth Employment Plan (Attachment B).
4. Authorize the Interim Director of Parks and Recreation to extend the bid date, up to a maximum of three weeks, to allow for inclusion of any addenda presented during the bid process.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will adopt the project plans and specifications and authorize advertisement for construction bids. The recommended actions also authorize the Director of Parks and Recreation to extend the bid date up to a maximum of three weeks, if necessary, and approve the youth employment plan for general park improvements at Ted Watkins Memorial Park.

Area residents heavily use Ted Watkins Park. As a result of the intensive use of the soccer field it is necessary to undertake this project to ensure the public has a safe play area. In addition, the restrooms and paths of travel do not meet current ADA standards and this project will bring these facilities into compliance.

The proposed project consists of the renovation of existing soccer field turf; installation of a protective ornamental fence along the perimeter of the soccer field; installation of new soccer field lights; refurbishment of the soccer field irrigation system; installation of a trench drain at the soccer field; refurbishment and conversion of restrooms for ADA compliance in three (3) buildings; replacement of three life guard towers within the pool area; installation of ADA compliant concrete paths of travel in specific areas of the park; replacement of lighting fixtures for two (2) baseball fields; asphalt slurry and stripping of parking lot, and asphalt slurry of park maintenance yard and driveway.

In addition, the following tasks will be performed under the Youth Employment Plan: minor grading and installation of decomposed granite in the picnic area; painting and replacement of damaged boards on two (2) baseball field bleachers; painting fourteen (14) bleacher frames; replacement of damaged backstop boards; and replacement of damaged player bench boards.

Approval of the recommendation to extend the bid date, up to a maximum of three weeks, will assure that the County is provided with the best and lowest bids possible by allowing the department to address questions raised by the bidders and additional time to amend their final bids, as necessary.

Implementation of Strategic Plan Goals

The project will enhance the County's Strategic Plan Goal Number 1, Service Excellence, through the enhancement of services at a highly used facility. The proposed improvements also enhance Fiscal Responsibility (Goal Number 4 of the County's Strategic Plan) by investing in public infrastructure. Finally, the proposed park improvements will also contribute to Children and Families Well-Being (Goal Number 5 of the County's Strategic Plan) by providing facilities that will enhance activities that promote good health, safety and survival, and social and emotional well being.

FISCAL IMPACT/ FINANCING

The base construction budget was estimated at \$1,031,367. The total project cost, including plans and specifications, plan review, construction, consultant services, at-risk youth employment and County services, was originally estimated at \$1,589,208.

In light of the recent market increase in construction costs, an independent cost estimate was obtained. The independent estimate placed the project's current construction cost at \$1,193,368, which would increase the total project budget to \$1,767,232. The Project Schedule and Budget Summary are included in Attachment A.

Due to the volatility of the current construction market, we are recommending that your Board defer any adjustments to the project budget until the bid process has been completed. At that time, we will return to your Board with final recommendations regarding project scope, funding, and award of the construction contract.

The proposed project is currently funded from the Safe Neighborhood Parks Proposition of 1996 (\$809,208) and a State competitive grant under the Murray-Hayden Program of Proposition 12 (\$780,000).

Operating Budget Impact

The CAO and Parks and Recreation are developing operating costs estimates. We will return with an estimate of the appropriate operating requirements and available funding at the time of award of the construction contract.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard construction contract, in the form previously approved by County Counsel, will be used for this project.

As required by your Board, the following standard provisions have been incorporated into the project specifications: Solicitation of Improper Consideration by County Employees; Consideration for Employment of Qualified Current or Former County Employees; Consideration to Hire Qualified Employees in the County's Greater Avenues for Independence and General Relief Opportunities for Work (GAIN/GROW) Programs; Contractor Notification to Employees Regarding Potential Eligibility for Federal Earned Income Credit; Local Small Business Preference; Contractor Employee Jury Service Program; Contractor Responsibility and Debarment; Child Support Compliance Program; and Safely Surrendered Baby Law.

The contractor shall comply with all provisions of the Labor Code of the State of California, including payment of wage rates that are not less than prevailing wage rates

determined by the State Division of Industrial Relations to all employees/workers on the project.

The contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. The contractor must certify and agree that all persons employed by such firm, contractor's affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, color, religion, sex or national origin And in compliance with all anti-discrimination laws of the United States of America and the State of California.

As required by your Board, language has been incorporated into the specifications stating that the Contractor shall acknowledge that the County has established a goal of ensuring all individuals who benefit financially from the County through contracts are in compliance with their court-ordered child, family and spousal support obligations and Contractors shall provide identifying information concerning principal owners to the District Attorney's Office, as requested.

As part of DPR's program to fulfill the Youth Employment Minimum Obligation adopted for the County by your Board on June 26, 1997, language has been incorporated into the project specifications encouraging the Contractor to employ at-risk youth from the community in the construction of their project. In addition, the attached Youth Employment Plan (See Attachment B) identifies tasks that will be performed by at-risk youth under DPR's supervision and must be adopted by your Board prior to DPR incurring any District-funded development costs.

In accordance with your Board's request of February 3, 1998, this contract opportunity will be posted on the County's Office of Small Business web site following your Board's approval.

ENVIRONMENTAL DOCUMENTATION

This project is categorically exempt from the California Environmental Quality Act (CEQA) according to sections 15061 (b) (3), 15301 (d), 15302 (c), 15303, 15303 (d) (e), and Class 1 (x-2), Class 2 (e) and Class 3, Class 3 (a) (b) of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987.

CONTRACTING PROCESS

Attachment "D" is the "Instruction Sheet for Publishing Legal Advertisements." Advertising an offer to "Consider Equivalents" is not warranted since materials are covered by descriptive technical specifications adequate for competitive bidding.

The dates indicated in "Official Notice Inviting Bids" predicates Board approval on September 7, 2004. Deferred action by the Board will necessitate adjustment of dates by the Department of Parks and Recreation. Additionally, the bid period may be extended at the discretion of the Department, up to a maximum of three weeks, to allow for inclusion of any addenda presented to the bidders during the bidding process.

Community Business Enterprise (CBE) participation in the project will be enhanced through the Capital Project CBE Outreach Programs and by the requirement that bidders demonstrate their good faith efforts to utilize CBE.

Purkiss Rose, rsi, Landscape Architect, is providing design services on the project though the Department's As-Needed Design Agreement No. 72025, previously approved by your Board on December 8, 1998, as amended by your Board on November 12, 2002.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

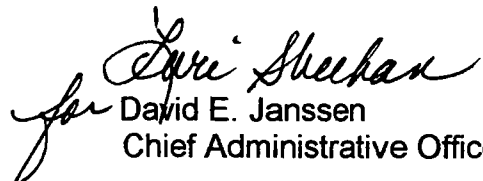
This proposed project will renovate a facility already in operation, and as such will have some impact on current services. It is anticipated that the project will begin construction in January 2005 and will be completed in July 2005.

CONCLUSION

Please instruct the Executive Officer-Clerk of the Board to forward one (1) conformed copy of this letter to the Chief Administrative Office, Capital Projects Division and to the Department of Parks and Recreation for distribution.

Respectfully,


Russ Guiney
Interim Director


David E. Janssen
Chief Administrative Officer

Attachments (4)
bj:tedwatkinsadopt.lwp

c: Executive Office (22)
County Counsel

**ADOPT AND ADVERTISE FOR A CONSTRUCTION CONTRACT
APPROVE THE YOUTH EMPLOYMENT PLAN
GENERAL PARK IMPROVEMENTS AT
TED WATKINS MEMORIAL PARK
C.P. NO. 86399, SPEC. NO. 03-0010
(Second District - 3- Vote Matter)**

Project Activity	Scheduled Completion Date	Revised Completion Date
1. Land Acquisition	N/A	N/A
2. Environmental Impact Report	N/A	N/A
3. Program	6/29/99	5/23/02
4. Schematic Design	11/7/01	
5. Design Development	10/3/02	
6. Construction Documents	10/17/02	5/14/04
7. Jurisdictional Approval	5/25/04	8/24/04
8. Construction Contract Award	11/29/04	1/11/05
9. Construction Start	12/14/04	1/17/05
10. Final Inspection	7/4/05	7/21/05
11. Final Acceptance	7/11/05	7/28/05

II. PROJECT COST SUMMARY

Cost Category	Original A/E Estimate	Independent Cost Estimate
1. Land Acquisition	N/A	N/A
2. Plans and Specifications	\$90,750	\$90,750
3. Plan Review	\$10,000	\$10,000
4. Make-Ready Activities	N/A	N/A
5. Construction	\$1,031,367	\$1,193,368
6. Change Order/Contingencies	\$103,314	\$119,337
7. Equipment	N/A	N/A
8. Consultant Services	\$12,240	\$12,240
9. County Services	\$274,037	\$274,037
10. Other (At-risk Youth)*	\$67,500	\$67,500
TOTAL	\$1,589,208	\$1,767,232

* Including youth employment, supervision and materials.

**COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
TED WATKINS MEMORIAL PARK
GENERAL PARK IMPROVEMENTS
C.P. NO. 86399, SPEC. NO. 03-0010
YOUTH EMPLOYMENT PLAN**

BACKGROUND:

The proposed project consists of the installation of new soccer field and soccer field flood lights, ornamental fence around soccer field, trench drains at soccer field, renovation of existing soccer field turf, replacement of two (2) irrigation controllers and associated remote control valves, replacement, adjustment, and relocation of soccer field irrigation system components, new lighting fixtures for two (2) baseball fields, installation of ADA compliant concrete sidewalks, asphalt slurry and striping of parking lot, refurbishment of restrooms in three (3) buildings, replace three (3) life guard towers, decomposed granite installation around Picnic Shelter Area, paint and refurbish bleachers at the North and South baseball fields.

Tasks that may be performed by At-Risk Youth:

1. Grading and installing Decomposed Granite in the picnic area (1200 hours).
2. Replacing and painting damaged boards on two baseball field bleachers, paint 14 bleachers frames at two baseball fields (1056 hours).

Estimated Cost of Youth Employment:

Total estimated hours of youth employment	2,256 hours
Cost per hour	<u>\$9.50</u>
Total estimated cost of youth employment	\$21,432.00

Method of Youth Employment:

Youth referrals for employment will be provided by the Los Angeles County Department of Children and Family Services, Community and Senior Services, Public Social Services, Probation and/or by a school district. In addition, the contract documents will require the Contractor to make a good faith effort to employ at-risk youth from the community in which the project is being carried out in conformance with the County's definition of "at-risk youth".

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation (YEMO) of the County of Los Angeles is \$15,739,750 (equal to fifty percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996).

The department is actively pursuing employment opportunities for youth on all projects. The current plan to meet the YEMO for the department, and at-risk youth employment accomplished to date are as follows:

	<u>YEMO Goal</u>	<u>Accomplished</u>	<u>Remaining</u>
Project Support	\$5,246,583	\$724,849	\$4,521,734
Maintenance	\$5,246,583	\$230,690	\$5,016,015
Other new youth employment (Various parks and County Programs)	<u>\$5,246,584</u>	<u>\$677,616</u>	<u>\$4,568,968</u>
Total Youth Employment	\$15,739,750	\$1,633,034	\$14,106,716

ATTACHMENT C

TO: Executive Officer-Clerk of the Board of Supervisors
County of Los Angeles
State of California

FROM: Project Management Division
Department of Parks and Recreation

Regarding: NOTICE INVITING CONSTRUCTION BIDS
ON DRAWINGS AND SPECIFICATIONS
LISTED UNDER PROJECT TABULATIONS

**ADVERTISE FOR CONSTRUCTION CONTRACT
FOR GENERAL PARK IMPROVEMENTS AT
TED WATKINS MEMORIAL PARK
INSTRUCTION SHEET FOR PUBLISHING LEGAL
ADVERTISEMENTS**

PUBLISHING

In accordance with the State of California:

Public Contract Code Section 20125, and Government Code Section 6060 and 6061, under which you may publish once a week for three weeks in a weekly newspaper, or ten times in a daily newspaper.

Also publish in the following:

1. Local paper
2. Any newspaper requested by the **SECOND** District.

Forward three reprints of the attached advertisement to the Project Management Division, Department of Parks and Recreation, 510 South Vermont Avenue, 1st. floor, Los Angeles, California 90020, Attention Ben Johnson, Project Manager.

OTHER INSTRUCTIONS

The dates indicated in "Official Notice Inviting Bids" predicates Board approval on September 7, **2004**. Deferred action by the Board will necessitate adjustment of dates by the Department of Parks and Recreation.

OFFICIAL NOTICE- INVITING BIDS

Notice is hereby given that the Executive Officer-Clerk of the Board of Supervisors will receive sealed bids in a place, time, and manner hereinafter described, for furnishing all materials, labor, and equipment required for the construction to complete the following work:

PROJECT TABULATION

<u>SPEC. NO.</u>	<u>PROJECT</u>	<u>DEPOSIT</u>	<u>DATE OF BID OPENING</u>
03-0010	ADA Improvements, General park Improve- ments. Ted Watkins Memorial Park	\$50.00 Non-Refundable	October 18, 2004

There will be a mandatory pre-bid walkthrough for this project on Thursday September 23, 2004 at 10:00 a.m. at the project site (1335 East 103rd Street, Los Angeles, California). Attendance at the walk-through is mandatory. A bid submitted by a contractor who has not attended the mandatory pre-bid walkthrough will be deemed non-responsive for that reason.

Deadline for submitting bids is **Monday, October 18, 2004, at 10:45 a.m.** Bids will be opened the same morning at 11:00 a.m. at the Department of Parks and Recreation, Project Management Agency Headquarters, 510 South Vermont Avenue, 1st. Floor, Los Angeles, California 90020.

Project construction range has been estimated from \$895,026 to \$1,193,368

Construction time is to be a maximum of one hundred and eighty five (185) calendar days.

Bids shall conform to Drawings and project Specifications open to inspection in the Office of the Executive Officer-Clerk of the board of Supervisors and the **Department of Parks and Recreation, 510 South Vermont Avenue, 1st. Floor, Los Angeles, California.** Copies of project Specifications and Drawings of the work to be bid upon may be obtained at such office.

Each bid shall be submitted on a form obtained at the address above. Bids shall be sealed and filed at the **Department of Parks and Recreation, Project Management Agency Headquarters, 510 South Vermont Avenue, 1st. Floor, Los Angeles, California** on or before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by the Department of Parks and Recreation at 11:00 a.m. on this date in the first floor conference room, 510 South Vermont Avenue, Los Angeles, California 90020. For information, call Ms. Lillie Munoz-Ledo at (213) 639-6706.